Hello 21st CCLC Directors, Coordinators, and Staff,

• First, E-GRANT APPLICATION DATES:

Thank you for your patience waiting for the E-grants system to open. You should have all the materials you need to complete your applications. Once E-grants opens, you can copy/paste the information in to the application. Although we are not certain the system will be up and running by April 24th , the tentative date for completing the competitive grant applications is May 24th , 2012.

Continuing E-grants applications are due June 8, 2012.

• Second: Year-End reporting information:

YEAR-END REPORTS ARE DUE <u>JULY 1, 2012.</u> ANY REPORTS NOT SUBMITTED ON OR BEFORE JULY 1, 2012 MAY HAVE FUNDS WITHHELD UNTIL THE REPORT IS RECEIVED BY THE OFFICE OF PUBLIC INSTRUCTION (OPI).

It is already nearing the time of year to start thinking about the year-end report. The Social Data Collection will not be required this year. If you feel the data collected within the module has provided you with valuable information for your individual program, continue to collect the data.

Please complete the following tasks in the OSTLMS system by July 1,

Progress Monitor/Teacher Survey (**MUST be completed by May 18, 2012, before school is released for the summer**)
Attendance through the last day of programming
Add/Edit Staffing
Verify last Day of Programming in Typical Operations
Close out Objectives: **INCLUDING answers to Questions:** (See questions on attached instructions)
Roll-over Partners
Answer the Year-end Review Questions (**CONSORTIUMS: Each Center/program MUST submit answers to the review questions**)
Close Courses
Close Special Events